

Permit No. _____

PLANNED UNIT DEVELOPMENT

PERMIT APPLICATION



Village of North Utica • P.O. Box 188 • Utica, IL 61373

Phone: (815) 667-4111 • Fax: (815) 667-4679

Applicant Name _____ Applicant Phone Number _____

Full Mailing Address _____

Full Construction Address _____

Property Owner Name _____ Phone Number _____

Full Mailing Address _____

Subdivision _____ Lot Size _____ Parcel # (Tax I.D. #) _____

Present use of the property _____ Current Zoning Classification _____

Specifically explain the type of the proposed development. Use additional sheets of paper if necessary:

Standards for Approval:

The Planning Commission must make a finding of facts that all of the following conditions are shown to be present prior to recommending the granting of a Planned Unit Development Permit:

1. The use is necessary or desirable to provide a service which is in the interest of public convenience.
2. The use will cause no additional threat to public health, safety, or welfare or creation of a nuisance.
3. The use will cause no additional public expense for flood protection, fire rescue or relief operations, policing, or repairs to roads, utilities, or other public facilities.
4. The use will not unduly increase traffic congestion on public roads and highways.
5. The use will not alter the essential character of the property or neighborhood in question.
6. The use will not adversely affect the adjacent properties.
7. The use meets other requirements of the Zoning Ordinance, such as parking and landscaping.
8. The use is consistent with the purpose and intent of the North Utica Comprehensive Plan.

PERMIT FEES:

- \$350.00 plus Village incurred costs
- Fee does not include fees for the individual buildings needing a Construction Permit
- Make checks payable to “Village of North Utica”
- **A \$100 penalty will be assessed for construction starting before the permit is issued.**

General Requirements:

1. Attach eleven (11) copies of the preliminary development plan and site plan at a scale of not less than 1”=50’ (including north arrow) indicating the general location of the following:
 - a. An indication of the existing conditions on the tract including contour lines (two-foot intervals), water-courses and existing drainage facilities, existing wooded areas and isolated trees to be retained and proposed new vegetation, walks or other improvements, and existing buildings and structures with an indication of those which will be removed and those which will be retained as part of the development.
 - b. Adjacent property owners, including rights-of-way.
 - c. An indication of the area surrounding the site showing land use, peculiar physical features, public facilities, and existing and proposed zoning (if applicable).
 - d. All buildings, structures, and other improvements, including building setbacks and distance between buildings.
 - e. Common open space, including recreation areas and facilities.
 - f. Off-street parking facilities and number of spaces to be provided.
 - g. Location and dimensions of all driveways, pedestrian walkways, streets, and off-street parking and loading facilities.
 - h. Landscaping and screening of the development, including the perimeters and off-street parking and loading facilities. The phasing of landscape installation and planting methods shall be indicated.
 - i. Location, height, design, and illumination characteristics of all external lighting fixtures.
 - j. Location and dimensions of all public streets and uses, including but not limited to, schools, parks, churches, and public buildings.
 - k. Other documents or plans as determined necessary by the Zoning Enforcement Officer, Village Engineer, and Planning Commission.
2. Attach the name and address of all owners of the site proposed for development as well as the names and addresses of all professional site planners, architects, engineers, surveyors, or other consultants.
3. Attach a general plan drawing reflecting the intended use and future street locations for adjacent areas when the proposed planned unit development is intended to represent a single phase of a longer-range development.
4. Indicate quantitative data including the following:
 - a. Total number of dwelling units by type (if applicable).
 - b. Total number of dwelling units by number of bedrooms per unit.
 - c. Proposed lot coverage of buildings and structures (percent of total).
 - d. Approximate gross and net residential densities, excluding all streets and roadways (if applicable).
 - e. Total number of off-street parking spaces provided.
 - f. Total amount of usable open space area provided.
 - g. Other calculations as determined necessary by the Zoning Enforcement Officer, Village Engineer, and Planning Commission.
5. Attach elevation or perspective drawings of all buildings and general architectural character of the buildings.

6. Attach a development schedule indicating:
 - a. The approximate date when construction of the project will begin. This schedule is not binding to the applicant, but shall be a basis for the Village to use for constructing any public utility facilities, if necessary.
 - b. The stages in which the project will be built and the approximate date when construction of each stage will begin.
 - c. The approximate dates when the development of each of the stages will be completed.
 - d. The area and location of common open space that will be provided at each stage.
7. Any photos or conceptual drawings of the property and the specific area of the property seeking the Planned Unit Development Permit shall be submitted with the application.
8. A Village Floodplain Development Permit must be obtained if the property is in a floodplain.
9. Attach a list of all property owners and current mailing addresses within a two hundred fifty (250) foot radius of the property in question.
10. A statement shall be presented to the Planning Commission if the applicant intends to sell or lease all or a portion of the planned unit development after the project is approved. The conditions of sale and maintenance of such developed properties shall be stipulated. Any covenants, deed restrictions, or other similar agreements between the applicant and future owners shall be presented.
11. The Planning Commission of the Village of North Utica through its Chairperson, shall set a regular date, time, and place for a public hearing on the application and shall inform the applicant of the same. The Chairperson has the option of changing the time and/or date if there is a conflict with other meetings held concurrently at the Village Hall. The applicant shall pay for all associated costs.
12. The application must be made prior to the publication date of the legal notice. The legal notice must be published in a local newspaper at least three (3), but not more than thirty (30), days prior to the Planning Commission meeting. The Commission shall be given fifteen (15) days to review the preliminary plans and shall hold a hearing on the preliminary plans and make their recommendation to the Village Board.
13. Attendance is required at the public hearing. Once your case is opened for discussion, the chairperson will ask you to briefly state the nature of your request. You may have a representative make this statement on your behalf if you wish.
14. The Village Board will consider the Planned Unit Development following the Planning Commission meeting in which a recommendation was made. The Board will vote to either approve or deny the Planned Unit Development.
15. Please refer to the North Utica Zoning Ordinance (Chapter 14) for further regulations.

I hereby declare that the information contained with this application is correct and true to the best of my knowledge. I further declare that the buildings and use of the land complies with all provisions of the Zoning Ordinance of the Village of North Utica, Illinois, and that I will comply with any other provisions in applicable ordinances of the Village of North Utica, Illinois.

Applicant Signature _____

Date _____